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January 27, 2009

TO: Each Supervisor

FROM: Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

SUBJECT: **SOLE SOURCE AGREEMENTS FOR YEAR 19 CARE PACKAGE**

The Department of Public Health, Office of AIDS Programs and Policy (OAPP) requests to enter into a sole source contract for benefits specialty services with AIDS Project Los Angeles (APLA) for the sum of \$265,000. This contract would enable benefits specialists to work with clients in all eight Service Planning Areas (SPAs) in Los Angeles County and assist in the determination of eligibility of clients for other government and private sector benefits.

Benefits specialty is a newly prioritized service category identified by the Commission on HIV (COH) in their final recommendations adopted in September 2008. Funding for the category was included in Year 19 in their September allocation. Due to this short time frame, OAPP was unable to conduct a solicitation process by year's end. As an alternate procurement strategy, OAPP identified a provider with a history of providing benefits specialty services to meet this service need. As a result, a sole source contract with APLA is sought in the amount of \$265,000.

APLA was selected for their expertise in administering benefits specialty services and their ability to work within the most impacted areas throughout the eight SPAs. Under this contract, benefits specialists will assess clients as they enter the HIV/AIDS care treatment service continuum and assist them in accessing entitlement and public assistance programs. This will help ensure that alternate benefits, including Medi-Cal, Medicare or private insurers are maximized, prior to accessing Ryan White Program funds. The goal is to shift Ryan White Program beneficiaries to other funding sources for which they are eligible, allowing for the County to realize cost savings, increase programmatic efficiency, and serve more individuals.

APLA will provide these services until OAPP re-solicits benefits specialty services as part of a broader medical care coordination and support services Request for Proposal (RFP) following completion of the SPA 1 and Medical Services RFPs in late 2009.

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c: Chief Executive Office
Executive Officer, Board of Supervisors
County Counsel